

Customs Administration Consultant

MCC-15-RFQ-0020

- 1) This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in Subpart 12.6, as supplemented with additional information including in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued. The Solicitation number is MCC-15-RFQ-0020 and is issued as a Request for Quotations (RFQ). This solicitation document incorporates all mandatory commercial item provisions and clauses that are in effect through Federal Acquisition Circular (FAC) 05-73, effective May 29, 2014.
- 2) The North American Industrial Classification Systems (NAICS) code is 541611 and the small business size standard is \$14 million.
- 3) FAR Clauses 52.212-1 through 52.212-5 apply to this procurement. The exact text and wording of clauses and provisions may be obtained from the Internet at <http://acquisition.gov/far/index.html>. The Government contemplates the award of a Time and Materials Order resulting from this solicitation. NOTE: An Addendum to FAR clause 52.212-4 Contract Terms and Conditions-Commercial Items, (Alt I) is attached and MCC-52.204-70 Security Requirements for Contractor Personnel.
- 4) The Millennium Challenge Corporation (MCC) is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance economic freedom, and investments in their citizenry. For more information on the MCC, please visit www.mcc.gov.
- 5) THIS ANNOUNCEMENT IS FOR AN INDEPENDENT INDIVIDUAL CONSULTANTS AND IS NOT FOR INDIVIDUALS SEEKING EMPLOYMENT DIRECT WITH MCC. PLEASE VISIT: <http://www.irs.gov/business/small/index.html> FOR INFORMATION REGARDING INDEPENDENT CONTRACTORS. Note: MCC will assist the consultant in coordinating with an Independent Contractor Engagement Services Provider for payroll, travel, international travel insurance, etc., therefore, a DUNS number and registration in System for Award Management (SAM) is not required.

Description of Services: The Millennium Challenge Corporation (MCC), requires a consultant to conduct the Design Tasks for the Policy Reforms envisioned to be supported by MCC in a Threshold Program in Guatemala, including but not limited to:

- (a) Improve control of physical movement of persons and cargo in Guatemala, including an electronic container tracking system at the ports.

- (b) Develop and present to the Government of Guatemala options to improve control of physical movement of persons and cargo, including an electronic container tracking system at the ports.
- (c) Support the Government of Guatemala to implement measures to improve control of physical movement of persons and cargo.

This combined synopsis and solicitation notice is a request for competitive quotations. Therefore, all quotations received prior to the RFQ close date will be considered.

- 6) The Government will award an order to the responsible independent individual consultant whose quote conforming to this notice represents the best value in terms of technical criteria, past performance and price. All non-price factors (technical criteria and past performance) are more important than price. If options are included, quotes will be evaluated by adding the total price for all options to the total price for the basic requirement. Evaluation of options shall not obligate the Government to exercise the options(s).
- 7) Evaluation Factors. Only quotes which meet the mandatory technical evaluation criteria will be considered.

Technical Criteria

The consultant shall have the following **minimum qualifications**:

- 1. At least 20 years' experience in customs administration (**MANDATORY**).
- 2. Bachelor's degree required (**MANDATORY**).
- 3. Prior foreign technical assistance work is **DESIRABLE**, especially in Central and/or South America.
- 4. Bilingual fluency in Spanish/English (**MANDATORY**).
- 5. Outstanding communication skills, capable of listening to the client and then providing effective oral and written responses (**MANDATORY**).

Past Performance

Three (3) professional references for relevant work performed during the past three years.

Price

The government will examine the proposed rate for reasonableness.

- 8) Evaluation Methodology. The Government will perform a comparative analysis of quotes and will assess the advantages and disadvantages of each quote as related to the Evaluation Factors. Multiple awards may be made from this notice and all quotes will be retained and may be utilized for requirements for a period of 6 months.
- 9) Quote Deadline. Independent Consultants are invited to submit their quotations in response to this notice by **2:00 pm Eastern Standard Time (EST), December 17, 2014**. Only e-mailed requests for additional information or questions will be accepted at MCCConsultants@mcc.gov by **12:00 pm Eastern Standard Time (EST), December 9, 2014**. Quotations submitted in response to this

notice shall include the solicitation number MCC-15-RFQ-0020 AND Guatemala in the subject line and be signed, dated and submitted via email to MCCConsultants@mcc.gov. The maximum file size is 10mb.

10) Quote Submission. The Individual Consultant shall submit the following document:

- a. Technical: (1) Cover letter that addresses **all technical criteria** as listed in this solicitation Number 7; (2) Curriculum Vitae (15 page maximum)
- b. Past Performance: Three professional references
- c. Price: Bio-Data Form which includes the independent consultant's proposed hourly rate and salary history (form attached).

PLEASE DO NOT COMBINE DOCUMENTS INTO ONE (1) ATTACHMENT. DOCUMENTS A, B, AND C MUST BE IN A SEPARATE FILE ATTACHMENT LABELED AS:

ATTACHMENT A –TECHNICAL

ATTACHMENT B – PAST PERFORMANCE

ATTACHMENT C – PRICE BIO DATA

- 11) FAR 52.212.3, Offeror Representations and Certifications - Commercial Items shall be required from the selected consultant, prior to the time of award.
- 12) There are no additional contract requirements(s) necessary for this acquisition other than those consistent with customary commercial practices.
- 13) See attached documents: Statement of Work; Addendum to FAR Clause 52.212-4, (Alt I); and MCC Bio-Data Sheet.